



HAMILTON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

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MINUTES

LEPC Meeting Minutes, September 13, 2006

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held September 13, 2006 at Wally's Restaurant, 6521 Ringgold Rd, in East Ridge, Tennessee. The following constitutes the minutes of that meeting.

Those in attendance were:

Bruce Garner, CFD; **Acting Chairman**
Wayne Stuntz, **Secretary/Treasurer**
Dusty Rominger, W.R. Grace, **V/Chair**
Jack Gray, Hyperlast N. America, **V/Chair**
Larry Martin, McKee Foods
Caroline Williams, LWV
David Darnell, BASF
John Piotter, Greenleaf
Michael Poe, Sofix
Sandra Polly, TN State Guard
Mike Akins, First Response
Marcus Cochren, First Response
Tim Arnold, US Coast Guard Aux.
John Leach, HEPACO
Richard Twitchell, Self, **V/Chair**
Lebron Curd, Kinder Morgan
Sabrina Novak, C-HCHD

Barry Wilson, Magellan
Tay Rucker, USDOT/PHMSA I (Guest Speaker)
Marcus Cochen, Federal Response
Chadd Nichols, Federal Response
Chuck Nichols, Chief, CFD
Shirley Greene, CARTA
John Bennett, JIT Terminal
Charles Burton, Grace Eng.
Robin Taylor, Plantation Pipeline
Al Horton, Colonial Pipeline
Gene Williams, Plantation Pipeline
Dawn Ford, C-HCHD, **V/Chair**
Eric Helquist, JAT Oil
Craig Allison, Hawker Power
Thaddeus Willison, Magellan
Dane Creel, Wrigley
Bill Douglas, ARC

Introductory Remarks: Bruce Garner, acting Chairperson, began by welcoming all in attendance and asked each person to introduce themselves.

Acting Chairman, Bruce Garner asked if there were any new attendees seeking LEPC membership. The following asked to become members:

- Ms Sabrina Novak—Chatt-Hamilton County Health Dept.
- Mr. Lebron Curd—Kinder Morgan of Dalton, GA
- Barry Wilson—Magellan Terminal

Mr. Larry Martin made a motion to accept the new members, seconded by Jack Gray—motion carried.

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Old Business:

- Motion to approve July 12, 2006 LEPC Meeting Minutes was made by John Piotter and seconded by Caroline Williams. Motion carried.
- Financial report given by Secretary, Wayne Stuntz. Chairman Garner asked for a motion to approve the financial report. Motion to approve made by Dawn Ford, seconded by Dick Twitchell—motion carried. Report part of LEPC meeting records.
- David Darnell provided a wrap-up of the very successful LEPC 8th Annual Tennessee State “Focus on Emergency Planning” Conference. David had high praise for all committee members who helped put the conference together. David also read several, extremely favorable, critique comments regarding the two-day “Highway Cargo Tanks” training class.
- Jack Gray provided a quick summary from Conference critique sheets saying that they were very complementary and most said that they would attend next year if the LEPC were to host another conference.
- Larry Martin inquired as to the final head count for the conference—David said 200 were set as the maximum and at the time of the conference, 208 were registered. He said that over the course of the two days—there were 267 people.
- Chairman Garner reminded the committee of the free training opportunities being offered as incentives for LPEC members. The first is the Fire Extinguisher Training on Oct 25, 2006 and the second course is the HAZWOPER Refresher course on November 3, 2006. Both classes will be held at the Chattanooga Fire Training Center, 3200 Amnicola Highway. Flyers for the two classes were passed out during the meeting.
- Acting Chair Garner presented outgoing Chairman Dane Creel with a plaque for his service as Chairman of the LEPC.

New Business:

- Secretary Wayne Stuntz introduced Mr. Tay Rucker with the US. Dept. of Transportation as the guest speaker. Mr. Rucker provided an excellent overview of the Pipeline & Hazardous Materials Safety Administration program. Mr. Rucker provided each attendee several useful handouts.
- September is the month designated for electing LEPC Officers. Acting Chairman Garner then turned the meeting over to Wayne Stuntz, Chairman Pro-Tem who then proceeded to outline election procedures. The Chair Pro-Tem reminded the Committee of recent changes that were made to the LEPC By-Laws—one of which affects how a new Chairperson is to be elected. Wayne said that prior to the new changes, a Chairperson could only be elected from among the incumbent Executive Committee members. He said that the recent change, in part, now reads, “...a Chairperson may be elected from the membership at-large provided the candidate has been a member for one year”—thus allowing eligible “write-in” nominee’s from the floor.

- It was determined that a quorum for the meeting existed.
 - Ballots for the Chairman position were passed out to eligible members (one ballot for each qualified LEPC entity)
 - There were two (2) nominees on the Ballot for the Chairman position.

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- Qualified members voted. There were no write-in nominees. Ballots were counted.
 - Bruce Garner won the Chairman position by majority vote.
- The Chair Pro-Tem said there were eight (8) nominees for seven (7) Vice Chair positions and proceeded to cover the ballot and voting procedures:
 - Ballot consisted of eight nominees for seven Vice Chair positions—with an option for write-in votes. Voting members were told to vote only for seven of the eight V/Chair nominees.
 - Members voted. There were no write-in nominees. Votes were counted.
 - Majority votes for the seven Vice Chair positions went to Bill Tittle, Dawn Ford, Larry Martin, Jack Gray, John Plotter, Garish Patel and Caleb Womack.
- Chairman Garner informed the committee that because the LEPC is offering incentives for membership (free training)—that attendance would be more closely monitored in the future. Bruce quoted the LEPC By-Laws, which states that: “All members or their designees are expected to attend regular meetings. Should a member or their designee not attend three (3) consecutive meetings, the executive committee shall have the right to terminate the membership of the individual or organizational member”.

Other Business:

- Chairman Garner introduced Barry Wilson with the Chattanooga Petroleum & Chemical Association who spoke briefly to the committee and invited interested persons to attend their meetings. Barry said that the Petroleum group meets the first Tuesday of every month at Golden Coral on Gunbarrel Rd.
- David Darnell read from a letter (subject: “Nominate your LEPCs for CEFs Community Awards for Chemical Safety”), forwarded to Tim Holden (TEMA) through Region 4 EPA from Ms Corianne Bradley, Programs and Outreach Assistant for the Chemical Educational Foundation in Arlington, VA. Mr. Holden responded by forwarding the letter to Mr. Darnell with a recommendation that Hamilton County should be nominated for this Community Award. To be discussed at the next Executive Committee meeting.
- Eric Helquist announced that next Wednesday, Sept 20, 2006, at the Choo Choo, the TN Oil Marketing Association would be offering HM126 training—required training for all HAZMAT personnel every 3 years. If interested, please attend. Eric said the cost would most likely be \$50 per person.

Date and Location of Next Meeting:

- Next meeting is scheduled for November 8, 2006 at Wally’s Restaurant in East Ridge.
- Meeting adjourned.

